

**CHECK LIST****Under Chapter 32B, §20**

Municipality/district/county/lighting plant

<b>A.</b>	<b>VOTES (see attached sample)</b>	
1.	Accept statute [can be a vote prior to July 2011]	
2.	Establish OPEB Liability Trust Fund	
3.	Appropriate OPEB funds	
4.	Authorize investment in SRBTF [must be post 7/1/11 vote]	
5.	Authorize execution of [Custodian and] Investment Agreement	
6.	Authorize municipal officers/employees to execute Agreement, write checks, wire funds, make withdrawals	
<b>OPTIONAL</b>		
7.	Designate HCST Board of Trustees as Custodian	
<b>B.</b>	<b>INCUMBENCY CERTIFICATE (see attached sample)</b>	
<b>C.</b>	<b>COUNSEL OPINION (see attached sample)</b>	
<b>D.</b>	<b>EXECUTED [CUSTODIAN] AND INVESTMENT AGREEMENT</b>	

**CHECK LIST****Under Chapter 32A, §24**

Board of political subdivision, agency, authority of Commonwealth (not municipality or county)

<b>A.</b>	<b>VOTES (see attached sample)</b>	
1.	Establish OPEB Liability Trust Fund	
2.	Participate in SRBTF	
3.	Appropriate funds	
4.	Authorize execution of Investment Agreement	
5.	Authorize officers/employees to execute Agreement, write checks, wire funds, make withdrawals, etc.	
<b>B.</b>	<b>INCUMBENCY CERTIFICATE (see attached sample)</b>	
<b>C.</b>	<b>COUNSEL OPINION (see attached sample)</b>	
<b>D.</b>	<b>EXECUTED [CUSTODIAN] AND INVESTMENT AGREEMENT</b>	

**CHECK LIST****Special Legislation**

<b>A.</b>	<b>VOTES (see attached sample)</b>		
1.	Establish OPEB Liability Trust Fund		
2.	Participate in SRBTF		
3.	Appropriate funds		
4.	Authorize execution of Investment Agreement		
5.	Authorize officers/employees to execute Agreement, write checks, wire funds, make withdrawals, etc.		
<b>B.</b>	<b>INCUMBENCY CERTIFICATE (see attached sample)</b>		
<b>C.</b>	<b>COUNSEL OPINION (see attached sample)</b>		
<b>D.</b>	<b>EXECUTED [CUSTODIAN] AND INVESTMENT AGREEMENT</b>		